



Town of Addison
Department of Economic Development

P. O. Box 9010 Addison, TX 75001-9010

Phone: (972) 450-7039

Email: BusinessRegistration@addisontx.gov

BUSINESS REGISTRATION FORM

OFFICIAL USE ONLY

New Business Registration # : _____

Existing Business Registration # : _____

PLEASE COMPLETE ALL ITEMS - INCOMPLETE FORMS WILL NOT BE PROCESSED

Please Check One: ☐ New Application ☐ Renewal ☐ Change of Owner ☐ Change of Address ☐ Change of Name

BUSINESS INFORMATION

Business Name or DBA			Corporate Name		
Business Street Address			Mailing Address (if different)		
City	State	Zip Code	City	State	Zip Code
Phone Number		Fax Number		Business Email	
Business Website (optional)					
Type of Business: <input type="checkbox"/> Headquarters <input type="checkbox"/> Regional Office <input type="checkbox"/> Franchise/Branch <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Home Based					Business Start Date
North American Industry Classification System (NAICS) Code*			Square Footage		Number of Employees
*If you do not know the correct NAICS code for your business type, a full listing can also be found at http://www.census.gov/naics under "2007 NAICS"					
Fire Sprinkler System Installed? <input type="checkbox"/> Yes <input type="checkbox"/> No			Is this business located on the Addison Airport? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Hazardous Materials Used/Stored on Site? <input type="checkbox"/> Yes <input type="checkbox"/> No		If Yes, describe: Continue on back if needed			

CONTACT INFORMATION

Most Senior Level Employee on Location			Title		
Address			Phone Number		
City	State	Zip Code	Email (optional)		
Emergency Contact (Can be the same as above)			Title		
Phone Number (Other than business number)			Email (optional)		
Emergency Contact (Other than above)			Title		
Phone Number (Other than business number)			Email (optional)		

ADDISON BUSINESS LIST

Would you like your business' contact information (only the gray highlighted fields) to be included in an online Addison business list to promote business to business opportunities? ☐ Yes ☐ No

On behalf of the business entity making this application, I, the person signing below, represent that the information contained in this application is true and correct to the best of my knowledge and that I am an authorized agent of the business entity.

Signature of Owner or
Representative: _____

Date: _____

RETURN FORM TO THE ABOVE ADDRESS AND INCLUDE \$50 PAYMENT PAYABLE TO THE TOWN OF ADDISON